

WAYS AND MEANS COMMITTEE

AGENDA

TUESDAY, MAY 3, 2022

4:00 P.M.

COMMISSION CHAMBERS, FOURTH FLOOR, BAY COUNTY BUILDING

PAGE NO.

- I CALL TO ORDER
- II ROLL CALL
- III CHANGES TO AGENDA
- IV APPROVAL OF AGENDA
- 1- 5 V MINUTES (4/5/22)
- VI PUBLIC INPUT
- VII PETITIONS AND COMMUNICATIONS
 - A. Bay County Sheriff
 - 6- 7 I. Purchase of Vehicles Using Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) Revenue Replacement Funds (**Seeking authorization to utilize up to \$125,000 in CSLFRF funds to purchase four (4) vehicles; approval of required budget adjustments - proposed resolution attached**)
 - 8- 9 2. Purchase of Marine Boat Using Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) Revenue Replacement Funds (**Seeking authorization to utilize up to \$150,000 in CSLFRF funds to purchase Marine Boat; approval of required budget adjustments - proposed resolution attached**)
 - 10-11 3. Pinconning Area School Resource Officer Agreement (**Seeking approval of Agreement for Pinconning Area Schools (Linwood Elementary School) for 2022 - 2023 school year - proposed resolution attached**)
 - B. Bay County Prosecutor
 - 12-13 I. Victims of Crimes Act (VOCA) Grant (**Seeking approval of grant application; authorization for Board Chair to sign application and grant award documents; approval of required budget adjustments proposed resolution attached**)

- | | | |
|-------|----|---|
| 14-15 | 2. | Crime Victims Rights Grant Agreement (Seeking approval of grant renewal; authorization for Board Chair to sign application and grant award documents; approval of required budget adjustments proposed resolution attached) |
| 16-17 | C. | Bay County Treasurer - ARPA Request - Household Assistance Program (Seeking \$1,000,000 in ARPA funds to create a Household Assistance Program; approval of required budget adjustments - proposed resolution attached) |
| 18-19 | D. | Community Corrections Manager - Laboratory Services Agreement w/National Testing Systems (Seeking approval of Agreement May 2022-May 2023; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached) |
| 20-22 | E. | Director, Department on Aging - Letter of Intent to Region VII, AAA (Seeking approval to submit Letter of Intent for FY 2022-2023 funding; authorization for Board Chair to sign all required documents; approval of required budget adjustments - proposed resolution attached) |
| 23 | F. | PAYABLES: General; BAYANET (Proposed resolution attached) |
| | G. | Finance Officer |
| 24 | 1. | Analysis of General Fund Equity (Receive) |
| 25 | 2. | Executive Directive #2007-11 (Receive) |
| 26-27 | 3. | Veterans Service Coordinator (Seeking approval of contract with Leonard Norman; authorization for Board Chair to sign required documents; approval of required budget adjustments - proposed resolution attached) |
| 28-30 | 4. | ARPA Administrative Costs (Seeking allocation of \$200,310 for administration, purchasing and legal staff time and expertise for life of program; approval of required budget adjustments - proposed resolution attached) |

VIII REFERRALS

IX UNFINISHED BUSINESS

X NEW BUSINESS

XI CLOSED SESSION (when requested)

XII MISCELLANEOUS

XIII ANNOUNCEMENTS

XIV ADJOURNMENT

PLEASE NOTE: THE COMMITTEE CHAIR HAS REQUESTED THAT ANY ELECTED OFFICIAL, DEPARTMENT/ DIVISION HEAD PLACING AN ITEM ON THIS AGENDA BE PRESENT OR HAVE A REPRESENTATIVE PRESENT TO SPEAK TO THEIR REQUEST AND/OR ANSWER ANY QUESTIONS POSED BY COMMITTEE MEMBERS.

Join Zoom Meeting

<https://us02web.zoom.us/j/81694266170>

Meeting ID: 816 9426 6170

Passcode: 547697

One tap mobile

+13126266799,,81694266170#,,, *547697# US (Chicago)

+19292056099,,81694266170#,,, *547697# US (New York)

The County of Bay will provide necessary and reasonable auxiliary aids and services such as signers for the hearing impaired and audio tapes of printed materials to individuals with disabilities upon 10 days' notice to the County of Bay. Individuals with disabilities requiring auxiliary aids or services should contact the County of Bay by writing or calling:

Amber Davis-Johnson, ADA Coordinator

Corporation Counsel

515 Center Avenue

Fourth Floor, Bay County Building

By City, MI 48708

(989)895-4131

WAYS AND MEANS COMMITTEE

MINUTES

MEETING OF THE BAY COUNTY WAYS AND MEANS COMMITTEE HELD ON TUESDAY, APRIL 5, 2022, FOURTH FLOOR, BAY COUNTY BUILDING.

CALL TO ORDER BY CHAIR FOX AT 4:00 P.M.

ROLL CALL:

MOTION NO.

COMMISSIONERS PRESENT:	1	2	3	4	5	6	7	8	9	10	11	12
MARIE FOX, CHAIR P	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
KAYSEY L. RADTKE, V. CHAIR	E	X	C	U	S	E	D					
ERNIE KRYGIER	E	X	C	U	S	E	D					
VAUGHN J. BEGICK P	Y	S/Y	Y	Y	Y	Y	Y	S/Y	Y	Y	Y	Y
KIM COONAN P	Y	Y	Y	S/Y	M/Y	Y	Y	Y	M/Y	M/Y	S/Y	Y
JAYME A. JOHNSON P	S/Y	Y	S/Y	Y	S/Y	S/Y	S/Y	Y	Y	Y	Y	M/Y
THOMAS M. HEREK, EX OFFICIO P	M/Y	M/Y	M/Y	M/Y	Y	M/Y	M/Y	M/Y	S/Y	S/Y	M/Y	S/Y

MOTION NO.

COMMISSIONERS PRESENT:	13	14	15	16	17	18	19	20	21	22	23	24
MARIE FOX, CHAIRMAN	Y	Y	Y	Y	Y	Y						
KAYSEY L. RADTKE, V. CHAIR	E	E	E	E	E	E						
ERNIE KRYGIER	E	E	E	E	E	E						
VAUGHN J. BEGICK	Y	Y	S/Y	Y	S/Y	Y						
KIM COONAN	Y	Y	Y	Y	Y	Y						
JAYME L. JOHNSON	S/Y	S/Y	Y	S/Y	Y	S/Y						
THOMAS M. HEREK, EX OFFICIO	M/Y	M/Y	M/Y	M/Y	M/Y	M/Y						

MOTION NO.

COMMISSIONERS PRESENT:	25	26	27	28	29	30	31	32	33	34	35	36
MARIE FOX, CHAIR												
KAYSEY L. RADTKE, V. CHAIR												
ERNIE KRYGIER												
VAUGHN J. BEGICK												
KIM COONAN												
JAYME A. JOHNSON												
THOMAS M. HEREK, EX OFFICIO												

OTHERS PRESENT: J.BARCIA, C.GIGNAC, C.GOULET, A.DAVIS-JOHNSON, C.IZWORSKI, T.JERRY, K.MEAD, D.J. ROSS, E.EURICH, K.RIFENBARK, F.MOORE, DEB HARTLEY BULLOCK, C.HALL, L.ARSENAULT, D.BERGER
PRESENT VIA ZOOM: J.COPPENS

M-MOVED; S-SUPPORTED; Y-YEA; N-NAY; ABS-ABSTAIN; E-EXCUSED; A-ABSENT; W-WITHDRAWN

-/-

NAME	ADDRESS
Deb HARVEY Bullock	1771 S Bay SAG-M, YF62

**WAYS AND MEANS COMMITTEE
MINUTES
TUESDAY, APRIL 5, 2022
PAGE 2**

MOTION NO.

NOTE: In addition to these typed minutes which are not verbatim, this Committee meeting was also video taped and those tapes are available for review in the Executive's Office or can be viewed on Bay County's website www.baycounty-mi.gov/executive/videos.

- 1 MOVED, SUPPORTED AND CARRIED TO EXCUSE COMMISSIONERS KRYGIER AND RADTKE FROM THIS MEETING.**
- 2 MOVED, SUPPORTED AND CARRIED TO ACCEPT THE 4/5/2022 WAYS AND MEANS COMMITTEE AGENDA AS AMENDED, I.E. CORRECTION TO RESOLUTIONS RE ARCHITECT STUDY FOR ANIMAL SHELTER AND BAY COUNTY'S REPLACEMENT FOR LOST REVENUE UNDER AMERICAN RESCUE PLAN ACT (ARPA).**
- 3 MOVED, SUPPORTED AND CARRIED TO APPROVE THE MINUTES OF THE MARCH1, 2022 WAYS AND MEANS COMMITTEE MEETING AS PRINTED.**

Public input was called. Deb Hartley Bullock addressed the Committee relative to the Animal Shelter noting that improvements to the facility are necessary to especially include a private room where the owners of an animal that needs to be euthanized can be with their pet until the end. Currently people, who are obviously very emotional, need to sit in the open lobby. This needs to be addressed and she urged the Commissioners to do the right thing and improve the Animal Shelter.

- 4 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE RESOLUTION APPROVING THE TREATMENT COURT GRANT APPLICATIONS (COURTS).**
- 5 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE RESOLUTION AUTHORIZING THE VENDOR AGREEMENTS (COMMUNITY CORRECTIONS).**
- 6 MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE RESOLUTION APPROVING ACQUISITION OF A SKID STEER (BOBCAT) WITH AN ADDITIONAL \$18,000 APPROPRIATION FROM FUND BALANCE (BUILDINGS AND GROUNDS).**

**WAYS AND MEANS COMMITTEE
MINUTES
TUESDAY, APRIL 5, 2022
PAGE 3**

MOTION NO.

- 7 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE RESOLUTION AUTHORIZING REPLACEMENT OF THE GENERATOR AT THE JUVENILE HOME WITH AN ADDITIONAL \$9,000 APPROPRIATION FROM FUND BALANCE (BUILDINGS AND GROUNDS).**
- 8 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE RESOLUTION AUTHORIZING AN UP TO 3 YEAR CONTRACT WITH CONSTELLATION NEW ENERGY FOR NATURAL GAS POOLED PRICES (BUILDINGS AND GROUNDS).**
- 9 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING FOR PROJECT FRESH/MARKET FRESH (DEPARTMENT ON AGING).**
- 10 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF RESOLUTION APPROVING A WAIVER OF THE COUNTY'S PURCHASING POLICY FOR AN ARCHITECT STUDY OF THE ANIMAL SHELTER UTILIZING AMERICAN RESCUE PLAN ACT (ARPA) FUNDS IN THE AMOUNT OF \$24,500 (ADMINISTRATIVE SERVICES).**
- 11 **MOVED, SUPPORTED AND CARRIED TO REFER THE 2022 FINAL EQUALIZATION REPORT TO THE PERSONNEL/HUMAN SERVICES COMMITTEE AND FULL BOARD AT THE 4/19/2022 MEETINGS.**
- 12 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE PAYABLES RESOLUTION (FINANCE).**
- 13 **MOVED, SUPPORTED AND CARRIED TO RECEIVE GENERAL FUND EQUITY 2022 (FINANCE).**
- 14 **MOVED, SUPPORTED AND CARRIED TO RECEIVE EXECUTIVE DIRECTIVE #2007-11 (FINANCE).**
- 15 **MOVED, SUPPORTED AND CARRIED TO RECEIVE THE ANNUAL SUMMARY PURCHASING REPORT (FINANCE/PURCHASING).**

Finance Officer Christopher Izworski explained his recommendation for Bay County's replacement for lost revenue under the American Rescue Plan Act (ARPA) noting that electing the standard allowance to spend on government services through the life of the program greatly simplifies the program by eliminating a potential audit of the revenue loss calculation.

**WAYS AND MEANS COMMITTEE
MINUTES
TUESDAY, APRIL 5, 2022
PAGE 4**

MOTION NO.

This does not increase or decrease Bay County's total allocation that was awarded.

- 16 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE RESOLUTION RE BAY COUNTY'S REPLACEMENT FOR LOST REVENUE UNDER AMERICAN RESCUE PLAN ACT (ARPA) (FINANCE).**
- 17 **MOVED, SUPPORTED AND CARRIED TO RECOMMEND BOARD APPROVAL OF THE RESOLUTION ADOPTING THE 2023 BUDGET SCHEDULE (FINANCE).**

County Executive Jim Barcia highlighted the new I.D. Card that will be available to seniors 60 or better which includes the individual's picture as well as the County's logo and thanked Beth Eurich, Director of Department on Aging, for her and her staff's efforts to make this a reality.

Commissioner Begick announced an upcoming Pawpalooza event September 24 at the Canteen.

Director of Administrative Services Craig Goulet noted an upcoming Easter Egg Hunt which will be held at the Fairgrounds - 300 kids have signed up and 3,000 eggs with candy will be hunted.

There being no further business, it was

- 18 **MOVED, SUPPORTED AND CARRIED TO ADJOURN (4:31 P.M.).**

Submitted by:

Deanne Berger

**Deanne Berger
Board Coordinator**



Troy R. Cunningham
Sheriff Of Bay County

Christopher D. Mausolf
Undersheriff

Troy A. Stewart
Jail Administrator

TO: Marie Fox, Chair of Ways & Means Committee
FROM: Sheriff Troy R. Cunningham *TRC*
DATE: April 21, 2022
REF: Purchase of vehicles with Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) Revenue Replacement Funds

BACKGROUND: Bay County Sheriff's Office has Detectives assigned to investigate various crimes. It is necessary for the Detectives to utilize vehicles to do necessary follow up and respond to crime scenes. Currently the vehicles assigned to this division are a 2007 Impala with over 90 thousand miles and Interceptors that range in miles from 120 thousand to 160 thousand miles. These vehicles were replaced and taken out of service from our Road Patrol. Often times there are mandatory trainings and require Deputies to travel out of county. These older and high mile vehicles are used for travel; repairs have become costly to keep these vehicles up and running. Lastly, vehicles currently being used by administration are over eight years old with higher miles.

REQUEST: To gain approval from the Ways & Means Committee and Board of Commissioners for up to \$125,000.00 from Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) Revenue Replacement Funds to purchase four vehicles.

FINANCE/ECONOMICS: Authorization to utilize up to \$125,000.00 (CSLFRF) Revenue Replacement Funds.

RECOMMENDATION: I am requesting the Ways & Means Committee and Board of Commissioners approval and authorization to use up to \$125,000.00 of (CSLFRF) Revenue Replacement Funds for the purchase of vehicles as well as any necessary budget adjustments required.

CC: Undersheriff Christopher D. Mausolf
Chris Izvorski, Finance Director
Kim Priessnitz, Assistant Finance Officer

-6-



BAY COUNTY BOARD OF COMMISSIONERS

MAY 17, 2022

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/3/2022)

WHEREAS, The Bay County Sheriff's Office has Detectives assigned to investigate various crimes and it is necessary for the Detectives to utilize vehicles to do necessary follow up and respond to crime scenes; and

WHEREAS, Currently the vehicles assigned to this division are a 2007 Impala with over 90 thousand miles and Interceptors that range in miles from 120 thousand to 160 thousand miles; these vehicles were replaced and taken out of service from our Road Patrol; and

WHEREAS, Often times there are mandatory trainings that require deputies to travel out of county and these older and high mile vehicles are used for that travel; repairs have become costly to keep these vehicles up and running; and

WHEREAS, Vehicles currently being used by administration are over eight years old with higher miles as well; and

WHEREAS, The Sheriff is seeking up to \$125,000.00 from Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) Revenue Replacement Funds to purchase four vehicles; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners appropriates up to \$125,000 from Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) for the purchase of four (4) vehicles with the required equipment; Be It Further

RESOLVED That the Chairman of the Board is authorized to sign documents, if required, on behalf of Bay County following Finance and Corporation Counsel review/approval; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

MARIE FOX, CHAIR
AND COMMITTEE

Sheriff - Purchase of Four Vehicles - CSLFRF Funds

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MARIE FOX				KIM J. COONAN				JAYME A. JOHNSON			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____



Troy R. Cunningham

Sheriff Of Bay County

Christopher D. Mausolf
Undersheriff

Troy A. Stewart
Jail Administrator

TO: Marie Fox, Chair of Ways & Means Committee

FROM: Sheriff Troy R. Cunningham *TRC*

DATE: April 21, 2022

REF: Purchase Marine Patrol boat with Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) Revenue Replacement Funds

BACKGROUND: Bay County Sheriff's Office is responsible for patrolling 188 square miles of water including 30 miles of shoreline. We are also responsible for two major rivers, which include the Saginaw and Kawkawlin Rivers. In addition, by statute the Sheriff's Office is mandated by law for rescue and body recovery. We currently have two Marine Patrol boats over 30 years old. Due to the age of these boats, equipment failure and repairs have been costly. In addition, it can be detrimental by taking them out of service for periods of time for the necessary repairs. Having operable and reliable boats is necessary to ensure the safety of both the citizens and Marine Deputies patrolling the waterways.

REQUEST: To gain approval from the Ways & Means Committee and Board of Commissioners for up to \$150,000.00 from Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) Revenue Replacement Funds to purchase a Marine Patrol boat.

FINANCE/ECONOMICS: Authorization to utilize up to \$150,000.00 (CSLFRF) Revenue Replacement Funds.

RECOMMENDATION: I am requesting the Ways & Means Committee and Board of Commissioners approval and authorization to use up to \$150,000.00 of Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) Revenue Replacement Funds for the purchase of a Marine Patrol boat as well as any necessary budget adjustments required.

CC: Undersheriff Christopher D. Mausolf
Chris Izworski, Finance Director
Kim Priessnitz, Assistant Finance Officer

-8-



BAY COUNTY BOARD OF COMMISSIONERS

MAY 17, 2022

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/3/2022)

WHEREAS, The Bay County Sheriff's Office is responsible for patrolling 188 square miles of water including 30 miles of shoreline in addition to responsibility for two major rivers, the Saginaw and Kawkawlin; and

WHEREAS, In addition, by statute the Sheriff's Office is mandated by law for rescue and body recovery; and

WHEREAS, The Sheriff's Office currently has two Marine Patrol boats over 30 years old and, due to the age of these boats, equipment failure and repairs happen often and have been costly; taking these boats out of service for periods of time for the necessary repairs is detrimental to the Marine Program in their efforts to ensure the safety of both the citizens and Marine Deputies patrolling the waterways; and

WHEREAS, The Sheriff is seeking up to \$150,000 from Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) Revenue Replacement Funds to purchase a Marine Patrol boat; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners authorizes an appropriation of up to \$150,000 of Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) Revenue Replacement Funds for the purchase of a Marine Patrol boat with the required equipment as well as any necessary budget adjustments required; Be It Further

RESOLVED That the Chairman of the Board is authorized to sign documents, if required, on behalf of Bay County following Finance and Corporation Counsel review/approval.

MARIE FOX, CHAIR
AND COMMITTEE

Sheriff - Marine Patrol Boat - CSLFRF Funds

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MARIE FOX				KIM J. COONAN				JAYME A. JOHNSON			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____

-9-



Troy R. Cunningham

Sheriff Of Bay County

Christopher D. Mausolf
Undersheriff

Troy A. Stewart
Jail Administrator

DATE: April 25, 2022

TO: Marie Fox, Chairman
Ways and Means Committee

FROM: Sheriff Troy R. Cunningham *TRC*

RE: The Pinconning Area School Resource Officer between the Pinconning
Area Schools (Linwood Elementary School) FTY 2022-2023

BACKGROUND:

The Bay County Sheriff's Office is requesting to continue the contract agreement for a School Resource Officer between the Pinconning Area Schools (Linwood Elementary School); the services agreement will be from the beginning of the school year (2022) to the end of the school year (2023).

ECONOMICS:

The School District agrees to pay the County (amount to be determined) payment for continuance of services budgeted.

RECOMMENDATION:

It is recommended that the Board approve entering into the agreement after the review of Finance and Corporation Counsel, and approve and make any and all necessary budget adjustments.

CC: Amber Davis-Johnson, Attorney - Corporation Counsel
Christopher D. Mausolf, Undersheriff
Finance Director
Kim Priessnitz, Assistant Finance Officer
Deanne Berger, BOC

Is/W&M School Resource Officer LinwElem-Pincon Agree22-23

BAY COUNTY BOARD OF COMMISSIONERS

MAY 17, 2022

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/3/2022)

WHEREAS, The Bay County Sheriff's Office is requesting continuation of the Agreement for the School Resource Officer between Pinconning Area Schools (Linwood Elementary School) and Bay County (Sheriff), said Agreement covering the beginning of the school year (2022) to the end of the school year (2023); and

WHEREAS, The School District agrees to pay the County for continuance of School Resource Officer's services an amount to be determined; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Pinconning Area Schools (Linwood Elementary School) Resource Officer Agreement for the school year (2022) to the end of the school year (2023) and authorizes the Chairman of the Board to execute said Agreement and related documents on behalf of Bay County following Finance and Corporation Counsel review and approval; Be It Further

RESOLVED That related budget adjustments, if required, are approved.

**MARIE FOX, CHAIR
AND COMMITTEE**

Sheriff - Pinconning Area Schools (Linwood Elementary School) Resource Officer Agreement - 2022-2023

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MARIE FOX				KIM J. COONAN				JAYME A. JOHNSON			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____


AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____

-11-

BAY COUNTY PROSECUTING ATTORNEY

NANCY E. BORUSHKO

TO: Marie Fox
Ways & Means Committee Chair
Bay County Board of Commissioners

FROM: Nancy E. Borushko, Prosecuting Attorney 

DATE: April 8, 2022

SUBJECT: Request to Renew the *Victims of Crimes Act (VOCA) Grant*

Request: To be placed on the agenda for the Ways & Means Committee meeting on May 3, 2022, for approval to renew the *Victims of Crimes Act (VOCA) Funding Agreement* for 2022-2023 grant cycle.

Background: This is a grant we began receiving in 2000 to fund a full-time crime victim rights advocate specializing in domestic violence and child sexual abuse cases. This grant is an 80% / 20% grant. The 80% grant funds the salary, wages, and fringes for the full-time employee, approximately \$86,568. The 20% match is covered by (1) the Victim Rights Coordinator's time dedicated to the VOCA grant and (2) Indirect costs.

Again, this is not a new position, just a continuation for the VOCA funding for this position.

Recommendation: Requesting the committee refer to full Board for approval: this would include authorization of Board Chair to sign any required documents after Corporation Counsel and Financial Officer review.

BAY COUNTY COURT FACILITY, 1230 WASHINGTON, STE. 768, BAY CITY, MI 48708

TELEPHONE (989) 895-4185 FAX: (989) 895-4167
TDD [HEARING IMPAIRED] (989) 895-2059

-12-

BAY COUNTY BOARD OF COMMISSIONERS**MAY 17, 2022****RESOLUTION**

- BY:** WAYS AND MEANS COMMITTEE (5/3/2022)
- WHEREAS,** Since 2000, the Bay County Prosecutor, with Board approval, received Federal Victims of Crime Act (VOCA) Grant funding to enhance the services to domestic violence and child sexual assault victims; and
- WHEREAS,** The VOCA grant is an 80%/20% grant and the 80% funds the salary, wages and fringes for the full time employee; the 20% match is covered by (1) the Victim Rights Coordinator's time dedicated to the VOCA grant and (2) indirect costs, approximately \$86,568; and
- WHEREAS,** The Prosecutor again wishes to renew the VOCA grant for the 2022-2023 grant cycle to continue services to domestic violence and child sexual abuse victims; Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves renewal of Prosecutor's Victims of Crime Act (VOCA) grant for the 2022-2023 grant period; Be It Further
- RESOLVED** That the Chairman of the Board is authorized to execute, and submit electronically (if required), the grant application documents and related documents as well as approved funding agreements and related documents on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED** That it is understood that if grant funding for the Victim Advocate position(s) under the VOCA grant is terminated, Bay County shall not be responsible to fund the position or pick up any costs associated with this position; Be It Finally
- RESOLVED** That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further
- RESOLVED** That related budget adjustments, if required, are approved.

**MARIE FOX, CHAIR
AND COMMITTEE**

Pros-VOCA-2022-2023

MOVED BY COMM.

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MARIE FOX				KIM J. COONAN				JAYME A. JOHNSON			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

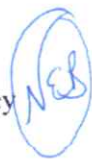
DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____

AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____

BAY COUNTY PROSECUTING ATTORNEY

NANCY E. BORUSHKO

TO: Marie Fox
Ways & Means Committee Chair
Bay County Board of Commissioners

FROM: Nancy E. Borushko, Prosecuting Attorney 

DATE: April 8, 2022

SUBJECT: Request to Renew the *Crime Victim Rights Grant Agreement*

Request: To be place on the agenda for the Ways & Means Committee meeting on May 3, 2022, for approval to renew the *Crime Victim Rights Grant Agreement* for the 2022-2023 grant cycle.

Background: This is a grant we began receiving in 1985 to fund a full-time victim advocate, then expanding to two full-time advocates in 1994. The monies come from Defendants who have been convicted of a crime in the State of Michigan.

The grant covers salaries, wages, and benefits for two full-time employees, with the exception of retirement funds.

The amount of the agreement will be approximately \$185,000.

Recommendation: Requesting the committee refer to full Board for approval: this would include authorization of Board Chair to sign any required documents after Corporation Counsel and Financial Officer review.

BAY COUNTY COURT FACILITY, 1230 WASHINGTON, STE. 768, BAY CITY, MI 48708

TELEPHONE (989) 895-4185 FAX: (989) 895-4167
TDD [HEARING IMPAIRED] (989) 895-2059

-14-

BAY COUNTY BOARD OF COMMISSIONERS

MAY 17, 2022

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (5/3/2022)
- WHEREAS, The Bay County Prosecutor's Office has been the recipient of a Crime Victim Rights Grant since 1985; and
- WHEREAS, The original grant provided funding for a full time Crime Victim Advocate and, in 1994, that funding was increased to provide for two full time Crime Victim Advocates with the funds coming from defendants who have been convicted of a crime in the State of Michigan; and
- WHEREAS, The anticipated grant funding is \$185,000 which will cover salaries, wages and benefits for the two full time employees with the exception of retirement; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners approves renewal of the 2022-2023 Crime Victim Rights Grant; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute, and submit electronically (if required), the grant application documents and related documents as well as the approved funding agreements and related documents on behalf of Bay County following legal review/approval; Be It Further
- RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further
- RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

MARIE FOX, CHAIR
AND COMMITTEE

Prosecutor - 2022-2023 Crime Victim Rights Grant

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MARIE FOX				KIM J. COONAN				JAYME A. JOHNSON			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____

-15-



BAY COUNTY TREASURER

Shawna S. Walraven
County Treasurer
walravens@baycounty.net

Weston Prince
Deputy Treasurer
princew@baycounty.net

To: Marie Fox, Chair, Ways and Means Committee
From: Shawna S. Walraven, Bay County Treasurer
Date: April 19, 2022
Subject: ARPA Request – Household Assistance Program

Background:

Earlier this year, I presented a proposal to collaborate with the City of Bay City on a Household Assistance Program. A Household Assistance Program is intended to help our residents who are struggling with paying their rent, mortgage, utilities or tax expenditures due to a COVID-19 pandemic related hardship. The opportunity still exists to collaborate with the City of Bay City and administer this program for those residents outside of the City.

The program would be to provide up to \$3,000 in payments toward the rent, mortgage, utility or tax expenses of Bay County residents who meet certain income criteria.

County Executive, Jim Barcia, has graciously agreed to use his staff to administer the program. The City of Bay City has been generous enough to share their process and knowledge in administering the program in order to ease our administrative burden.

Financial Consideration:

I am requesting \$1,000,000 in ARPA funds be used to create a Household Assistance Program to assist individual residents with mortgage, rent, utility and tax expenses. Once these ARPA funds are exhausted the program will cease to exist.

RECOMMENDATION:

THAT THIS BOARD APPROVE \$1,000,000 OF ARPA FUNDS FOR A HOUSEHOLD ASSISTANCE PROGRAM FOR RESIDENTS AND APPROVE RELATED BUDGET ADJUSTMENTS.

-16-

BAY COUNTY BOARD OF COMMISSIONERS

MAY 17, 2022

RESOLUTION

- BY: WAYS AND MEANS COMMITTEE (5/3/2022)
- WHEREAS, Earlier this year, the Bay County Treasurer presented a proposal to collaborate with the City of Bay City on a Household Assistance Program; and
- WHEREAS, A Household Assistance Program is intended to help our residents who are struggling with paying their rent, mortgage, utilities or tax expenditures due to a COVID-19 pandemic related hardship; and
- WHEREAS, The opportunity still exists to collaborate with the City of Bay City and administer this program for those residents outside of the City; and
- WHEREAS, The program would provide up to \$3,000 in payments toward the rent, mortgage, utility or tax expenses of Bay County residents who meet certain income criteria; and
- WHEREAS, County Executive, Jim Barcia, has graciously agreed to use his staff to administer the program and the City of Bay City has been generous enough to share their process and knowledge in administering the program in order to ease our administrative burden; and
- WHEREAS, The Treasurer is requesting \$1,000,000 in ARPA funds be used to create a Household Assistance Program to assist individual residents with mortgage, rent, utility and tax expenses; and
- WHEREAS, When these ARPA funds are exhausted the program will cease to exist; Therefore, Be It
- RESOLVED That the Bay County Board of Commissioners appropriates \$1,000,000 of ARPA funds for a Household Assistance Program (outlined above) for Bay County residents who meet certain required income criteria; Be It Further
- RESOLVED That the Chairman of the Board is authorized to sign documents, if required, on behalf of Bay County following Finance and Corporation Counsel review/approval; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

MARIE FOX, CHAIR
AND COMMITTEE

Treasurer - Household Assistance Program - ARPA Funding

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MARIE FOX				KIM J. COONAN				JAYME A. JOHNSON			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____

-17-



COUNTY OF BAY Office of Community Corrections

Troy Cunningham
Sheriff

To: Marie Fox, Ways and Means Chair
From: Dujana Solomon, Community Corrections Manager
Date: April 18, 2022
Subject: Laboratory Services Agreement with National Testing Systems (May 2022 – May 2023)
Request: Review and Approve Agreement

Background: National Testing Systems is the company that supplies the devices for the Sheriff's drug/alcohol testing program. We have been using them as a supplier since March 2021.

Finance/Economics: The defendant pays \$15/drug for all lab confirmations. The cost for Class I confirmations is \$14 and cost for Class II is \$18. If the confirmation is for a Class II drug, the Sheriff's Dept picks up the remaining \$3 cost. National Testing pays for all shipping and handling and supplies the mailing packaging.

Recommendation: It is recommended that the Board authorize and approve the Laboratory Services agreement for completion of substance testing lab confirmations.

-18

BAY COUNTY BOARD OF COMMISSIONERS

MAY 17, 2022

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/3/2022)

WHEREAS, National Testing Systems is the company that supplies the devices for the Sheriff's drug/alcohol testing program and Bay County has been using National Testing Systems as a supplier since March 2021; and

WHEREAS, Under this program, the defendant pays \$15/drug for all lab confirmations: the cost for Class I Confirmations is \$14 and the cost for Class II is \$18 with the Sheriff's Office picking up the remaining \$3 cost; and

WHEREAS, National Testing pays for all shipping and handling and supplies the mailing package; and

WHEREAS, It is recommended that the Board approve the Laboratory Services Agreement for substance testing lab confirmations for the period May 2022 - May 2023; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Laboratory Services Agreement with National Testing Systems for the period May 2022 through May 2023 and authorizes the Chairman of the Board to execute said Agreement on behalf of Bay County following Corporation Counsel review/approval; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

MARIE FOX, CHAIR
AND COMMITTEE

Community Corrections – Laboratory Services Agreement with National Testing Systems

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MARIE FOX				KIM J. COONAN				JAYME A. JOHNSON			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____

-19-



**BAY COUNTY
DEPARTMENT ON AGING**

**James A. Barcia
County Executive**

Beth Eurich, LBSW
Director

euriche@baycounty.net

To: Marie Fox, Ways and Means Committee Chair

From: Beth Eurich, Director, Department on Aging 

Date: May 3, 2022

Cc: Jim Barcia, Amber Johnson, Christopher Izvorski

RE: Request to submit letter of intent to Region VII, Area Agency on Aging to apply for funding for fiscal year 2022-2023.

BACKGROUND:

In the past, Region VII, Area Agency on Aging released for review and comment the proposed allocation chart for funding for the fiscal year beginning October 1, 2022; once the chart has been approved for distribution, all interested service providers will be mailed a copy, along with a letter of intent form. The letter of intent must be submitted before a specified deadline for an organization to apply for funding**.

FINANCE and ECONOMICS:

The Department on Aging is expected to meet the deadline for submission of the letter of intent and the subsequent due dates for the completion of a multi-year grant proposal in order to be considered for future grant funding. Due to the short turnaround time, I am requesting authorization to proceed with meeting these deadlines for the new fiscal year. Last year Department on Aging received \$782,744 in grant funds, local, state and federal, from Region VII, Area Agency on Aging.

RECOMMENDATION:

Upon favorable review by Corporation Counsel, the Department on Aging recommends submitting to Region VII, Area Agency on Aging, the letter of intent to apply for funding for the fiscal year 2022-2023 and that the Department on Aging Director is authorized to prepare and submit the grant application for funding for the same fiscal year. All budget revisions resulting from this application are considered approved and Board Chair to sign all related documents including grant application, the Statement of Budget Allocation, Multi-Year Service Provider Designation, Assurances of Compliance, FY 2023 Contract Addendum, and the Agreement for Recipient of Supplemental Cash-in-Lieu of Payment.

**At this time attachment is only a draft from Region VII, Area Agency on Aging, pending their board approval in May. Due to the timeline for the letter of intent to be returned to Region VII, end of May, I am submitting the draft and will update the Board of Commissioners with any changes that may occur.

REGION VII AREA AGENCY ON AGING
1615 S. EUCLID AVENUE
BAY CITY, MI 48706

FY 2023 Draft Allocation

County	Service Category	DRAFT FY 2023
Bay	Congregate Nutrition	\$83,821
"	Home Delivered Meals	276,482
"	Case Coordination & Support	61,685
"	Homemaking	73,632
"	Personal Care	22,818
"	Respite Care	12,019
"	Adult Day Care <i>Consider Horizons</i>	75,761
"	Caregiver Training	13,072
"	Caregiver Training <i>Golden Horizons</i>	13,072
	SUBTOTAL	\$632,362
Clare	Congregate Nutrition	\$38,092
"	Home Delivered Meals	109,320
"	Case Coordination & Support	23,789
"	Personal Care	23,425
"	Homemaking	29,380
"	Respite Care	19,618
"	Senior Center Staffing	4,473
"	Caregiver Training	7,876
	SUBTOTAL	\$255,973
Gladwin	Congregate Nutrition	\$36,750
"	Home Delivered Meals	99,845
"	Case Coordination & Support	20,749
"	Personal Care	17,348
"	Homemaking	19,612
"	Respite Care	13,091
"	Senior Center Staffing	3,869
"	Adult Day Care	10,366
"	Caregiver Training	6,973
	SUBTOTAL	\$228,603
Gratiot	Congregate Nutrition	\$31,742
"	Home Delivered Meals	75,227
"	Case Coordination & Support	30,070
"	Homemaking	11,745
"	Home Repair	13,330
"	Chore	13,330
"	Personal Care	27,314
"	Respite Care	18,129
"	Senior Center Staffing	8,746
"	Adult Day Care	11,629
"	Caregiver Training	7,472
	SUBTOTAL	\$248,734

+543,529
adding respite
back to RFP.

BAY COUNTY BOARD OF COMMISSIONERS

MAY 17, 2022

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/3/2022)

- WHEREAS, As in the past, Region VII Area Agency on Aging released, for review and comment, the proposed allocation chart for funding for the fiscal year beginning October 1, 2022 and, once the chart is approved for distribution, all interested service providers will be mailed a copy, along with a letter of intent form; and
- WHEREAS, The letter of intent must be submitted before the specified deadline for an organization to apply for funding; and
- WHEREAS, The Department on Aging is expected to meet the deadline for submission of the letter of intent and the subsequent due date for the complete grant proposal in order to be considered for future grant funding; and
- WHEREAS, Due to the short turnaround time, the Director of Department on Aging is requesting authorization to submit the required documents and meet the deadlines for the new fiscal year; and
- WHEREAS, Last year, the Department on Aging received \$782,744 in grant funds, local, state and federal, from Region VII, Area Agency on Aging; Therefore, Be It
- RESOLVED By the Bay County Board of Commissioners that the Director of Department on Aging is authorized to submit to Region VII Area Agency on Aging the Letter of Intent to apply for funding for FY 2022-2023; Be It Further
- RESOLVED That the Director of Department on Aging is authorized to prepare and submit the grant application for funding for the same fiscal year; Be It Further
- RESOLVED That all budget revisions resulting from the application are considered approved and the Board Chair, following Finance and Corporation Counsel review/approval, is authorized to sign all related documents including grant application, the Statement of Budget Allocation, Multi-Year Service Provider Designation, Assurances of Compliance, FY2023 Contract Addendum and the Agreement for Recipient of Supplemental Cash-in-Lieu of Payment; Be It Further
- RESOLVED That the grant applicant/recipient departments are required to work with the Finance Department whose staff will provide financial oversight of said grant; Be It Further
- RESOLVED That it is clearly understood that if these grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County.

MARIE FOX, CHAIR
AND COMMITTEE

DOA - Region VII Letter of Intent - 2022-2023

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MARIE FOX				KIM J. COONAN				JAYME A. JOHNSON			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____

VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____

- 22 -

BAY COUNTY BOARD OF COMMISSIONERS

MAY 17, 2022

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/3/2022)

RESOLVED That the Bay County Board of Commissioners hereby approves the claims against the County as follows:

ACCOUNTS PAYABLE:

04/13/22	\$ 221,467.94
04/20/22	\$ 183,829.30
04/27/22	\$ 931,600.64

B.A.Y.A.N.E.T.:

Following are the BAYANET totals for January, 2022

01/01/2022-01/31/2022

Payables: \$12,369.92

Payroll: \$5,455.30

Following are the BAYANET totals for February, 2022

02/01/2022-02/28/2022

Payables: \$50,928.62

Payroll: \$4,324.46

Following are the BAYANET totals for March, 2022

03/01/2022-03/31/2022

Payables: \$13,856.87

Payroll: \$6,479.22

MARIE FOX, CHAIR
AND COMMITTEE

PAYABLES

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MARIE FOX				KIM J. COONAN				JAYME A. JOHNSON			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
 VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
 AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____

Description	Journal Number	2022 Fund Balance
Estimated Unassigned Fund Balance or (Deficit) 12/31/2021		\$7,698,549
Previous years Assigned Fund Balance for P.O.'s*		
Previous years Assigned Fund Balance for designation to balance 2022 budget		\$1,815,877
Estimated Unassigned & Assigned Fund Balance or (Deficit) at 12/31/2021		<u>\$9,514,426</u>
2022 Budgeted Surplus /(Deficit)		(\$1,815,877)
<u>BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH APRIL 2022</u>		
Budget for Pinconning Senior Service Center revitalization costs. BOC approved this B.A. per Resolution 2021-122.	22-02-254	-\$25,000
Increase Road Patrol Budget to replace crashed vehicle. BOC approved this S.A. per Resolution 2022-23	22-02-311	-\$18,700
To budget \$2,500 for flags for the Veterans graves current 2022 budget has \$2,000. BOC approved the extra \$500 per Resolution 2022-31.	22-03-008	-\$500
Additional funds need to hire pest control company for Animal Services. BOC approved this B.A. per Resolution 2022-32.	22-03-097	-1,400
To correct Active Assailant Task Force 2022 Budget. BOC approved this B.A per Resolution 2021-193 para. 11 C	22-03-193	-300
Increase B&G 2022 budget to fix/remove the fiber cable. BOC approved this B.A. per Resolution 2022-59 on March 8, 2022.	22-03-334	-3,590
Increase ISD budget for 24x7 managed remote support, end point response & remediation by Kroll. BOC approved per Resolution 2022-36	22-03-413	-14,488
Increase ISD budget for the two factor authentication BOC approved per this B.A. per Resolution 2022-37	22-04-187	-10,000
APRIL 25, 2022		<u>(73,978)</u>
Estimated Unassigned Fund Balance or (Deficit) 4/25/2022		<u>\$7,624,571</u>

-24-



**BAY COUNTY
FINANCE/INFORMATION SYSTEMS**

James A. Barcia
County Executive

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycounty.net

Frances A. Moore
Purchasing
moorefa@baycounty.net

Julie A. Coppens
Information Systems Manager
coppensj@baycounty.net

TO: Marie Fox – Chairperson
Ways and Means Committee

FROM: Finance Department

DATE: April 26, 2022

RE: Executive Directive #2007-001

REQUEST:

Please place this memo on the May 3, 2022, Ways & Means Agenda for your committee's information.

BACKGROUND:

On April 14, 2022, an email was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

ECONOMICS:

As of the date of this communication, the following are the updates to the previous correspondence:

1. The state grantor agencies that have responded to department's requests indicate that funding levels for the state grants with regarding to fiscal year 2021 and/or 2022 appear to have no changes.

RECOMMENDATION:

To receive.

cc: Jim Barcia
Kim Priessnitz



**BAY COUNTY
FINANCE/INFORMATION SYSTEMS**

James A. Barcia
County Executive

Christopher M. Izworski
Finance Officer
izworskie@baycounty.net

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycounty.net

Frances A. Moore
Purchasing
moorefa@baycounty.net

Julie A. Coppens
Information Systems Manager
coppensj@baycounty.net

April 18, 2022

To: Marie Fox
Chair, Ways & Means Committee

From: Frances Moore
Purchasing Agent

Re: Veteran's Service Coordinator Contract

REQUEST:

To award the above-mentioned bid to Mr. Leonard Norman.

BACKGROUND:

Veteran's Affairs was awarded a grant to contract with a person or firm to work with the various cemeteries and local organizations within Bay County to review and confirm records. This is a grant funded project scheduled to end on September 30, 2022.

ECONOMICS:

The grant has stated this service is not to exceed \$2,600 per month, no general fund dollars will be expended for this project and any mileage reimbursement will follow the GSA guidelines.

RECOMMENDATION:

Authorize the Board Chair to sign all documents relating to this bid award and approve all budget adjustments.

cc: Kim Priessnitz, Assistant Finance Officer
Jim Barcia, Bay County Executive
Amber Davis-Johnson, Bay County Corporation Counsel
Craig Goulet, Director of Administrative Services and Veteran's Affairs

-26-

BAY COUNTY BOARD OF COMMISSIONERS

MAY 17, 2022

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/3/2022)

- WHEREAS, Veterans Affairs was awarded a grant to contract with a person or firm to act as a Veterans Service Coordinator who will work with the various cemeteries and local organizations within Bay County to review and confirm records; and
- WHEREAS, Bay County will contract with Leonard Norman to perform these services; and
- WHEREAS, This is a grant funded project scheduled to end on September 30, 2022; and
- WHEREAS, The grant has stated this service is not to exceed \$2,600 per month and no general fund dollars will be expended for this project and any mileage reimbursement will follow the GSA guidelines; Therefore Be It
- RESOLVED That the Bay County Board of Commissioners hereby approves the Contract with Leonard Norman to act as a Veterans Service Coordinator through September 30, 2022; Be It Further
- RESOLVED That the Chairman of the Board is authorized to execute said Contract on behalf of Bay County following Finance and Corporation Counsel review and approval; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

MARIE FOX, CHAIR
AND COMMITTEE

Administrative Services - Veterans' Service Officer Contract - Leonard Norman

MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MARIE FOX				KIM J. COONAN				JAYME A. JOHNSON			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____



**BAY COUNTY
FINANCE/INFORMATION SYSTEMS**

James A. Barcia
County Executive

Christopher M. Izworski
Finance Officer
izworskic@baycounty.net

Kimberly A. Priessnitz
Assistant Finance Officer
priessnitzk@baycounty.net

Frances A. Moore
Purchasing
moorefa@baycounty.net

Julie A. Coppens
Information Systems Manager
coppensj@baycounty.net

MEMO

To: Board of County Commissioners
From: Christopher Izworski, Finance Officer *CI*
Date: April 20, 2022
RE: ARPA

Request:

Determine the percentage of Bay County's administrative costs relating to the American Rescue Plan Act.

Background:

Under the Federal American Rescue Plan Act (ARPA) from the United States Treasury, Bay County's total award amount is \$20,031,017. This is one of Bay County's largest federal awards which requires administration, purchasing, and legal staff's time and expertise to comply with all the requirements. Bay County has until December 31, 2024, to obligate these funds which can be utilized in the following categories:

- Support Public Health expenditures
- Addressing negative economic impacts caused by the public health emergency
- Replace lost public sector revenue
- Providing premium pay for essential workers
- Investment in water, sewer, and broadband infrastructure
- Replacement of lost revenue for general government services

Finance/Economics:

On April 12, 2022, the Bay County Board of Commissioners approved the standard allowance of \$10 million to be spent on general government services per Board Resolution 2022-85.

Recommendation:

The Finance Department is recommending that up to one percent of the total amount awarded, which is \$200,310 be allocated for administration, purchasing and legal staff time and expertise through the life of the program. The funding sources is the United States Treasury Federal American Rescue Plan Act under the government services category. This allocation will be reviewed annually as part of the budget process. Also approve any related budget adjustments.

cc: James A. Barcia
Shawna Walraven
Amber Johnson
Cristen Gignac
Tiffany Jerry
Kim Priessnitz

BAY COUNTY BOARD OF COMMISSIONERS

MAY 17, 2022

RESOLUTION

BY: WAYS AND MEANS COMMITTEE (5/3/2022)

WHEREAS, Under the Federal American Rescue Plan Act (ARPA) from the United States Treasury, Bay County's total award amount is \$20,031,017; and

WHEREAS, This is one of Bay County's largest federal awards which requires administration, purchasing, and legal staff's time and expertise to comply with all the requirements; and

WHEREAS, Bay County has until December 31, 2024, to obligate these funds which can be utilized in the following categories:

- Support Public Health expenditures
- Addressing negative economic impacts caused by the public health emergency
- Replace lost public sector revenue
- Providing premium pay for essential workers
- Investment in water, sewer, and broadband infrastructure
- Replacement of lost revenue for general government services

WHEREAS, On April 12, 2022, the Bay County Board of Commissioners approved the standard allowance of \$10 million to be spent on general government services per Board Resolution 2022-85; and

WHEREAS, The Finance Department is recommending that up to one percent of the total amount awarded, which is \$200,310, be allocated for administration, purchasing and legal staff time and expertise through the life of the program. The funding sources is the United States Treasury Federal American Rescue Plan Act under the government services category; and

WHEREAS, This allocation will be reviewed annually as part of the budget process; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners concurs with the recommendation that up to one percent of the total amount awarded, which is \$200,310, shall be allocated for administration, purchasing and legal staff time and expertise through the life of the program and that this allocation will be reviewed annually as part of the budget process; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

MARIE FOX, CHAIR
AND COMMITTEE

Finance - ARPA - Allocation for Administration, Purchasing and Legal Staff Time & Expertise
MOVED BY COMM. _____

SUPPORTED BY COMM. _____

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MARIE FOX				KIM J. COONAN				JAYME A. JOHNSON			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				KAYSEY L. RADTKE							

VOTE TOTALS:

ROLL CALL: YEAS _____ NAYS _____ EXCUSED _____
VOICE: YEAS _____ NAYS _____ EXCUSED _____

DISPOSITION: ADOPTED _____ DEFEATED _____ WITHDRAWN _____
AMENDED _____ CORRECTED _____ REFERRED _____ NO ACTION TAKEN _____